

## POLICE TRAINEE

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### **DEFINITION**

To attend a prescribed law enforcement academy training program for newly hired Police Officers.

### **DISTINGUISHING CHARACTERISTICS**

This class is reserved for individuals hired as Police Officers but who are attending the required training, employees may be promoted to Police Officer on a probationary basis.

### **EQUIPMENT, METHODS AND GUIDELINES**

Uses Federal, State and local laws, policies, procedures and practices. Use personal computer.

### **WORKING CONDITIONS**

Indoor and outdoor work. Exposure to heat and cold.

### **PHYSICAL DEMANDS**

No serious color vision deficiency. Have vision of not less than: 20/100 in each eye correctable to 20/30. Normal hearing in both ears without correction. Be free of disabling physical conditions or diseases which interfere with performance of police work. Have weight in proportion to height. Be emotionally stable and mature. Possess strength and physical ability necessary to perform duties of police officer.

### **SUPERVISION RECEIVED AND EXERCISED**

Receives immediate supervision from management or supervisory staff.

### **EXAMPLE OF DUTIES**

Duties may include, but are not limited to, the following:

Participate in an complete a prescribed law enforcement officer training program for entry level police officers, including training in report writing, laws of arrest and seizure, defensive driving, California Vehicle and Penal Codes, officer survival and physical fitness.

Prior to entering the law enforcement academy training program perform a wide variety of police support duties which may include dispatching and records, duties acting as desk officer and/or assisting in planning and research activities.

Perform related duties as assigned.

## **QUALIFICATIONS**

### **Knowledge of**

Successfully complete a training program for entry level Police Officer.

Observe accurately and remember names, faces, numbers, incidents and places.

Learn to use and property care for firearms.

Think and act quickly in emergencies, and judge situations and people accurately.

Learn, understand, interpret and apply laws, regulations, policies and procedures.

Prepare clear, accurate and grammatically correct written reports.

### **Ability to**

Establish and maintain cooperative work relationships with those contact in the course of work.

Understand and carry out oral and written directions.

Meet standards of physical stature, endurance and agility established by the City.

Meet the requirements for police officer contained in the California State Government Code.

## **EXPERIENCE AND EDUCATION**

Any combination of experience and education that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

### **Experience**

None required.

### **Education**

Equivalent to the completion of the twelfth grade. Additional college level course work in police science, sociology or a related field is desirable.

## **LICENSE OR CERTIFICATE**

Possession of, or ability to obtain, an appropriate, valid California driver's license.

